

MINUTES OF THE WOODSIDE TOWN COUNCIL MEETING

January 23, 2020

The Town Council meeting was called to order at 7 p.m. by Mayor Mike Warren. The entire Council was present: Jim Carpenter, Diane Crom, Stephanie Holyfield and Brenda Richards. A written agenda was followed.

Mayor Mike Warren had received some mail from the US Census Bureau with a Governmental Unit Reference Map (2019), depicting the town of Woodside, DE. We are to confirm or correct the town boundary lines as of January 1, 2020 and return to the Director of the US Census Bureau at PO Box 5000, Jeffersonville, IN 47199-5002.

Brenda had developed a Proposed Budget for 2020, with comparison costs for 2019. In addition, there was discussion on additional expenses that might be needed for the Town Hall. Expanding the parking lot is a possibility, but estimates would need to be done before any decision could be made. A property owner had suggested we get an outside light for the side & back of the Town Hall, as it is a safety hazard at night. Mike agreed that is something we can do without any problem. A broken window on the side of the Town Hall needs to be repaired. Discussion centered on getting an enclosed bulletin board for the front porch of the Town Hall. At a recent meeting with the town solicitor, Mike & Brenda, were told that town notices only need to be posted at the Town Hall, as that was the location of our town business. It was agreed that this sign would be very beneficial. Hiring a cleaning crew was on the list – Diane Crom stated she has a lady who is willing to do the job. Mike stated the town hall only needs to be really cleaned about once a year, possibly in the spring. Discussion on obtaining Liability Insurance on the Town Council members was also discussed. Mike has obtained one estimate for \$2500 to cover all the members, but is willing to check other sources. Brenda mentioned that the town solicitor also mentioned having to post announcements in local newspapers, which may cost the town \$200 each time. It is a necessity for putting in notices about Zoning and Annexations. Brenda will check with the newspapers on what the cost would be for placing the ads.

Another item on the Proposed Budget was the cost of \$1200 for a Town Sign. The council agreed that we still had interest in getting a sign and Mike suggested possibly getting a second sign, so we would have one at each end of town. The \$1200 estimate was from K&R signs. Mike stated he had hoped we could do business with the Town sign maker, but he is willing to check with other sign companies, such as Kent Signs, which Mike has used in the past.

Mike stated that he would like the town to have a Town Clean-up in the spring. Various property owners were discussed, who may need some encouragement to clean up their properties.

Jim Carpenter stated he has talked with Carl Kessoing of Viola, who helped establish the police presence in Viola. Carl stated that insurance for a cop and car runs about \$7500 / year and that they pay a police officer \$20/hour and try to work him 20 hours/week. Carl said the cost to the town of Viola is about \$1000 / month, but the town breaks even with the fines

obtained for speeders. The police officer must be certified before he can be hired. Jim was directed to the Dept. of Justice to obtain an application for having a police officer in our town. Brenda noted that we have to amend the Town Charter to give us authority to do this. Discussion centered on the possibility of having a car donated (maybe by DelDot) or to obtain grant money to pay for the start-up costs.

Mike & Brenda had a meeting with the town solicitor, Barrett Edwards, two weeks ago to review ordinances that Brenda had written up and to discuss zoning and what had to be done to proceed with the ordinances. The council members reviewed the revised ordinances from the solicitor with suggestions that more revisions need to be made.

Ordinance No. 20-01 was for the Authorization for the Town to Enter into an Agreement with Kent County to Enforce the Property Maintenance and Land Use Ordinances of the Town of Woodside. This ordinance was clear and concise with no suggestions made, although there is concern about how effective the Kent County Enforcement will be.

Ordinance No. 20-02 was titled as an Ordinance Adopting the 2012 ICC Property Maintenance Code. Discussion centered on whether this meant that we were adopting ALL of Kent County's Property Maintenance Codes. When we talked with Sarah Kiefer at Kent County Code Enforcement, she said we could pick and choose which codes we wanted to have enforced, so we need to see how this ordinance can be modified.

Ordinance No. 20-03 was titled as an Ordinance Relating to Property Maintenance Pertaining to Weeds and Plant Growth. Much discussion centered on what constituted plant growth – does this pertain to flower gardens or natural wild flower growth? Council members agreed that this ordinance needed to be revised to clarify what plant growth needs to be addressed.

Ordinance No. 20-04 was titled as an Ordinance Relating to Property Maintenance that Requires the Accumulation of Trash and Debris and the Storage of Items in the Yard of a Property. There was great concern about Section 1-1 D, which deals with Outside Storage all being within a roofed structure. As a rural, agricultural area, many of our property owners have farm equipment parked outside and not under cover. This section needs to be modified to pertain to the culture of our town. Under Section 1-2 B, it discussed having All Vegetable Waste stored in a leak-proof container. Many in our towns-people have Compost piles, and those would violate this ordinance. The ordinance also stated that certain rules pertained if it was noted in certain zoning areas.

It was understood that when we adopt ordinances, we will have to make sure that the zoning ordinances correspond so we don't have conflicts.

Barrett Edwards, town solicitor, also sent an ordinance "Amending the Town of Woodside Zoning Ordinance to Establish Regulations for the Town's Zoning Districts". Mr. Edwards cautioned us to review this carefully. He suggested renaming one of the zones as the new Zoning Map has two R-1 zones, but one is for Residential Mobile Homes. He stated there could be confusion with two R-1 zones, and recommended that we re-title the one for Mobile Homes RMH. Our new zoning map will have to be updated to reflect this change. Brenda will

contact David Edgell at State Planning to update the map, while the Council works on modifying the Ordinance.

Brenda will contact Barrett Edwards to find out how much we can modify or delete some of the things we don't want in the ordinances that he provided for review.

David Hake, Sr. has sent information needed to consider his property for annexation. The town solicitor said we have to post a notice on the owner's property as well as put a notice in a general circulation newspaper before the annexation can occur. All council members agreed that the annexation was beneficial to the town and should present no problems.

Our next Town Election is scheduled for March 28th and Mike, Brenda and Stephanie's terms are expiring. Mike & Brenda have agreed to stay on, if they are not challenged. Stephanie is hoping to be released from her position, but Diane Crom stated she would take the position if no one challenged for Treasurer. Stephanie stated she would be willing to stay on as Council person instead. According to our new Charter, the Council people can be elected and then appointed to certain positions, instead of voting as a particular position. Therefore, Stephanie and Diane could exchange positions, if no one challenges them for it. Brenda stated she attended a meeting at the Kent County Board of Elections on January 13th and received an updated Manual for Municipal Elections and signed the MOU with Kent County BOE to use their voting machines, if we have an actual election. Council was advised that the cost of the Voting Machines has increased from \$25 to \$75 each.

Mike stated that Danny Roach's home sold and the lady who bought it contacted him about having a Day Care Center in her home. Mike pointed out to her that there is no parking for drop-offs and pick-up of children and that she must meet all State Regulations before any decision can be made.

The Mayor and Council agreed to meet again next month to continue working on the new Ordinances. Everyone is to review their copies and email any comments they have to Brenda. Our next Council meeting will be Thursday, February 27th and we will plan on having a Town Meeting in March.

The remaining item on the agenda pertaining to the Kent County Community Traffic Meeting was tabled till the next meeting, when Jim will have more information on applying for police presence in Woodside.

There being no further business, the meeting was adjourned at 9 p.m.

Minutes written by:

Brenda Richards, Town Secretary